TEAM VULCAN

SUPERVISOR MEETING 4

Date:	24th Sep 2015
Time:	3 pm
Venue:	SMU, School of Information System Level 5
Attendees:	Benjamin Chia, Yeo Cheng Fu, Low Wei Ting, Gareth Ng, Chan Jing Vin, Heng Kok Chin, Prof Cheok Lai Tee
Absentees:	

Agenda:

- Demonstration of Web + Mobile & Smart Watch
- Updates

Discussion:

Demonstration of Web + Mobile + Smart Watch

- Demonstrated the whole flow starting from Web to Mobile and Smart Watch.
- Resolved issues raised during earlier meeting:

Issues:	Resolution:
Researcher not able to click "back" when they are creating a program on web application, when click on "back" it should also auto-populate fields	Changed the insertion of data to only at the end when study has been successful created. Set attribute to auto-populate fields.
Incomplete: Unable to upload podcast	Livelab have grant us access to two folders which allow us to upload podcast now.
Mobile app & Smart Watch are not working now.	Created an API with the given URL by Livelabs.
No Core Demographics Survey	Assign coder to complete this function

- Unexpected error occurs while trying to download the CSV file which is due to the changes in database structure.
    - *Update: This has been fixed.*

<u>Updates</u>

- Made changes to both the scope and schedule timeline to increase readability.
  - Scope: Added colour code to differentiate the things completed before acceptance, with things we completed after acceptance.
  - Schedule Timeline: Added [W, M or SW] to prevent confusion on what the modules we have completed are. This is because we have 3 different platform and some crossed.
- IRB restriction causes us to not being able to gather more meditation logs by Mid-Term. Team decision is to reduce to a more feasible number and the testers will be sourced by each team members.
- As a result, our X-factor will be changed to 30 meditation logs by Mid Term and have already discussed this with our Sponsor who is very supportive.
- IRB requires Sponsor, Academic Supervisor and all members in the team to undergo the CD test. It is an hour long test on research ethics and has to be completed before collecting data and publishing them publicly for research purposes.
- Sponsor also made some change request, thus after weighing the importance, we have added 2 new modules (Uninstall & Program Specific User Feedback) to suit the new requirements that are important to Sponsor.
- Completed User Testing 2 and 3 and we have managed to resolve most of the major issues.
  - Feedback from Supervisor: To get more testers.

The meeting was adjourned at 4.20 pm. Next meeting to be scheduled, tentatively 8th October 2015, 2.15pm. Date and Time to be confirmed again. These minutes will be circulated and adopted if there are no amendments reported in the next three days.

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- **Prepared By:** Low Wei Ting
- **Vetted By:** Chan Jing Vin